



Free Continuing Education Courses in TRAIN Florida

1. From the TRAIN Florida Login Page

Follow the instructions below to search for “Free” Continuing Education Courses from the TRAIN Florida login page:

- A. Open a browser window to the TRAIN Florida login page
- B. Enter the following in the “Search by Keyword or Course ID field located on the page: **Free Continuing Education** and click the search icon
- C. You will re-direct to the TRAIN Florida Course Search page. This page list all available Free Continuing Education courses
- D. An easy way to find a course is to sort the list by Title. Also use the filtering feature located at the bottom of the page to with your search.
- E. Once you have sorted the list, scan the list and locate the title of the training course you are interested in. To access the course details for this DOH training course, click on the course name in the list.
- F. Once you have decided if the course is for you, click on the Registration tab.
- G. On the Registration page, click the Login button and login to TRAIN Florida. Upon successful login,, you will re-direct to the Course Details page, click on the Registration tab to register for the course
- H. The [How to complete a course](#) - [Guide](#) tutorial can assist you with registration and completing courses in TRAIN Florida

2. Using the Advanced Search Feature

To help narrow your search, you can use the use the Advanced Search Feature and follow the steps to learn how to locate Free Continuing Education Courses in TRAIN Florida.

- A. Click on the Advance Search link located on your Home Page
- B. Under the Search options, click on the By Credit Type link
- C. On the Course Search page, select the credit type and check the Free courses only check box.
- D. You can also use the Keyword search "OR" or "AND" to better define your selected keyword search criteria.

Adding the Course to your transcript

Some courses on the list may require you to access another Learning Management System to register and complete the course. In these cases, be sure to complete the course in TRAIN Florida so the course will appear on your learner transcript.

The [How Do I Manage a TRAIN Florida Course?](#) Q &A can assist you with completing courses in TRAIN Florida.

Please contact your [Local TRAIN Florida Administrator](#) for technical assistance with the TRAIN Florida.

